

2358 Market Street
 Third Floor
 San Francisco, CA 94114

HoenningerLaw

Ph. 415.816.0440
 Fax 866.671.0096
 Jo@hlawSF.com

Litigation • Advocacy • Negotiation

April 28, 2008

Gayla B. Libet
 Law Offices of Gayla B. Libet
 486 41st Street, #3
 Oakland, CA 94609
 Via email: glibet@sbcglobal.net

John L. Burris
 Law Offices of John L. Burris
 Airport Corporate Centre
 7677 Oakport Street
 Suite 1120
 Oakland, CA 94621
 Via email: john.burris@johnburrislaw.com

James V. Fitzgerald, III
 McNamara Dodge Ney Beatty Slattery Pfalzer Borges & Brothers
 1211 Newell Avenue
 Post Office Box 5288
 Walnut Creek, CA 94596
 Via email: james.fitzgerald@mcnamaralaw.com

Noah . Blechman
 McNamara Dodge Ney Beatty Slattery Pfalzer Borges & Brothers
 1211 Newell Avenue
 Post Office Box 5288
 Walnut Creek, CA 94596
 Via email: noah.blechman@mcnamaralaw.com

Re: Weerasinghe v. City of El Cerrito
C 07-05916 MEJ MED

Dear Counsel:

This will confirm that we have scheduled the mediation in this case for June 26, 2008. We will meet in Courtroom 19 of the Federal District Court, 450 Golden Gate Avenue, San Francisco, California beginning at 10:00 a.m. Please keep the whole day available to allow the mediation to continue as long as it is being productive.

Please make sure that the written statements described in ADR L.R. 6-7 are exchanged and in my office by **June 19, 2008**. Please include any key documents you feel I should read, such as the Complaint in the underlying case. If you think it would be

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helpful to our mediation, I also invite you to submit to me - but not exchange - confidential statements relating, for example, to obstacles to or options for settlement.

Also, please remember to arrange for your clients' attendance. Please let me know as soon as possible, the names of the representative(s) who will appear to represent your respective clients.

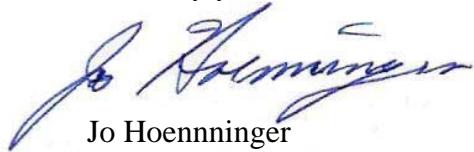
Please prepare for the mediation by discussing each of the following items with your clients:

- ▶ clients' interests, not just positions, and how these interests could be met;
- ▶ other side's interests, and how these could be met;
- ▶ best and worst alternatives to a negotiated settlement;
- ▶ strengths and weaknesses of case; and
- ▶ estimated budget to litigate the case through trial.

As we discussed, under ADR L.R. 6-3(b), I will donate my preparation time and the first four hours of the mediation. If the case has not resolved and you all agree to continue, I will charge the court-set rate of \$200 per hour for the next four hours. If the mediation goes beyond eight hours, I will waive my normal fee and continue at \$200 per hour until we conclude the mediation.

I look forward to working with you and your clients.

Sincerely yours,



Jo Hoennninger

cc: Clerk's Office-ADR Unit, via email.